



# Academic Senate 2018-2019

Irvine Valley College, 5500 Irvine Center Drive, Irvine, California 92618  
[asenate@ivc.edu](mailto:asenate@ivc.edu) 949/451-5408

## ACADEMIC SENATE

Meeting of the Representative Council  
September 20, 2018  
2:00 – 3:50 pm, BSTIC 101

### Minutes

2:00 A. CALL TO ORDER

June McLaughlin

2:00-2:05 B. ADOPTION OF AGENDA

June McLaughlin

Discussion	Agenda: September 20, 2018		
	None		
	The Rep Council adopted the Agenda of the September 20, 2018 meeting as submitted or amended, with the proviso that the President may reorder the agenda as needed.		
Y: 21	N: 0	A: 0	1 <sup>st</sup> Joel Sheldon 2 <sup>nd</sup> Justin Wright

2:15-2:20 C. INTRODUCTION OF GUESTS

ALL

Elissa Oransky – Executive Director of IVC Foundation  
 Liz Burkhalter – Part-time Faculty  
 Neda Pourhassan – ASG VP of Academic and Legislative Affairs  
 Kurt Meyer – FA president  
 Eric Garcia – Vet Counselor  
 Brenden – ASG representative  
 Arleene Elseroad – Dean of enrollment services

2:20-2:30 D. PUBLIC COMMENTS

ALL

- 1) Kathy Schmeidler- *Funding of the IVC foundation*. There has been some rumors about how the IVC Foundation is being funded. The internal auditor has been investigating how it is funded to determine if it is in violation of Title 5. There has been no findings that we are out of compliance rather it is our internal auditor's interpretation of the Title 5 that has resulted in further investigation  
June McLaughlin – The district's findings have differed from IVC's.
- 2) Melanie Heari – *Coffee Cart at ATEP*. Is there an update on the coffee cart at ATEP?  
June McLaughlin – The discussion has gone through to the President's Cabinet and it was found (after discussions with our Cafeteria and

	outside vendors) that there is not enough users to support a coffee cart, however they are looking into a fancy coffee maker that would function like a vending machine to be installed at ATEP.
	<p>3) Humanities – <i>Safety issues at IVC</i>. Lisa Alvarez received a disturbing letter sent to her from a former student that contained inappropriate racial and sexual comments. This letter was sent by a clearly unstable person, but instead of notifying Lisa about its existence, it was collected by the campus police, held there for several weeks before going to Dean Cipres. There is very little process, response or follow through to address threatening behavior.</p> <p>Faculty safety needs to be a top priority at the college, at the district and with the FA.</p> <p>The chancellors were very responsive after they were made aware of the situation. There will be an investigation of the custody trail of the letter. These issues have been going on for quite a while, so we need to make sure that a process is put in place as soon as possible.</p>
	<p>4) Robert Melendez – <i>LGBTQA+ training</i>. There will be an email going out to deans to notifying them that IVC counselors will be providing training for staff and faculty on LGBTQA+ student issues.</p>
	<p>5) Elissa Oransky – <i>Foundation</i>. The IVC foundation has 50K that they will build upon. There are upcoming events by the foundation including: Astounding Inventions at IVC and the annual Awards Dinner in March.</p> <p>6) Ben Mis – <i>IT Spending</i>. Is there an update on district IT's spending practices?</p> <p>June McLaughlin – We (the Academic Senate at IVC) requested an audit of district IT expenditures. June will report back once we have the results of that audit.</p> <p>7) Eddie Tiongson – <i>AANAPISI</i>. DACA advocacy week is coming up soon. Check your email for more events.</p> <p>8) Cheryl Bailey – <i>Canvas Topics for Tim</i>. Please send any canvas training items that you would like to Tim VanNorman or Cheryl Bailey.</p>

2:30-2:35	<b>E. RECORD OF THE PREVIOUS MEETING</b>	June McLaughlin
<a href="#">Attachment A</a>	<b>Minutes of the Previous Meeting: September 06, 2018</b>	
Discussion	The minutes will be presented at the next meeting.	
Action	Continued	
2:35-2:55	<b>F. EXECUTIVE REPORTS</b>	Cabinet
Attachment F1 Attachment F2	<p><b>Senate President: June McLaughlin</b></p> <p>1) June's email address on the flyer for CWE is wrong, if you have a question please resend it to her correct email. We still need a faculty coordinator for CE; there may be a couple of people who are interested in this position. Please go</p>	

back to your schools and let them know that we are looking for someone for this important position.

3) The club advisor requirements for meeting and for terms and conditions and for training is coming from the internal auditor and not from student life. We have been told that there is someone from the internal auditor office that is looking at requests and matching names and when they find inconsistencies they then go to student life and the clubs for further investigation. We can agendize this if there are continuing issues.

3) If we ever find ourselves in a position where we feel like our senate or faculty voice isn't being heard or there isn't collegiality in shared governance. We can request a technical visit from the state academic senate. They will send a representative to work with our faculty leadership and college administration. We can also request from the state academic senate to provide training for faculty who are senators.

**Vice-President: Jefferey Kaufmann**

BDRPC update – Davit could not make the last meeting, so Jeff ran the meeting. The police departments of both colleges requested a license plate scanner that would be able to store this information for 2 years. This was not initially approved and more formal proposal was requested that will also list the pros and cons of having such a system. If you have any comments regarding this, please send them to Jeff or [asenate@ivc.edu](mailto:asenate@ivc.edu).

In order to continue moving forward with the concept of efficiency, inclusiveness, and accountability; there needs to include a follow-up report from those proposals that were funded and had claimed that they will have a cost savings in the future, in order to show how the cost savings was or was not accomplished. They are looking to revise the existing policy on the Budget Development Process.

The resource request process has begun; the due date is October 22nd. Institutional Effectiveness Committee (IEC) will be revising the Planning and Decision Making Manual (PDM) over the next couple of years. There are fundamental problems with our decision making process that we need to address in the PDM, include the strategic plan and the function map. The timeline for completion is 2020. They want to make the PDM much clearer. There has been an amendment to budget development policy, currently the president can only adjust the budget in an emergency situation, in the amendment, the President can make adjustments on any baseline adjustment.

**Academic Affairs Chair: Daniel de Roulet**

Academic Affairs Meeting – The budget for Professional Development (PD) has not changed and AA suggested that the same amounts would be available for faculty this year – \$1800 full time faculty; \$900 part time faculty.

AA will be sending out a general survey on PD and Flex Week. Please fill out the survey as we need as much faculty feedback as we can get in order to improve the processes.

There is a desire to bring an outside speaker to campus that would be of interest not only for faculty and staff but also for the community. Ideally it would also

include a faculty dinner with that speaker. Please send any suggestions for a speaker to Dan.

**Curriculum Committee Chair: Rick Boone**

- 1) There has been discussions in CC regarding the creation of a new AS IVC GE pattern that will accompany the current AA. The purpose of creating a new AS GE is to offer STEM and CE students a GE option that has fewer unit requirements since their major requirements are much heavier in units than other programs.
- 2) District, Saddleback and IVC are still meeting regarding a new curriculum software. The next meeting scheduled is discuss updating Curricunet to META and then possibly looking at other vendors or having district IT develop a program in-house. They would like to have a decision about which of these directions we will go by December.

2:55-3:00

**G. CONSENT ITEMS**

June McLaughlin

Attachment N/A

Discussion

**1) Senate Approval of Curriculum for 2019-2020 Catalog**

Action

The Representative Council approved the recommendations of the Curriculum Committee.

Attachment N/A

Discussion

**2) Program Reviews**

Action

N/A

[Attachment](#)

Discussion

**3) 2017-2018 Committee Appointments**

Action

The Representative Council will seat faculty on 2018-2019 committees, task forces and work groups.

3:00-3:05

**H. Board Policies and Administrative Regulations**

June McLaughlin

Continued

See SOCCCD SharePoint for all BPARC information [BP & AR](#)

Attachment

[BP & AR](#)

*BPs and ARs for Review:*

- [BP4040](#) Institutional Code of Conduct
- [AR 4040](#) Institutional Code of Conduct
- [BP & AR 6140](#): College Speakers
- [BP 5617](#) Multiple and Overlapping Enrollments
- [BP2100.1](#): Delegation of Authority to the Academic Senate
- [BP2100.2](#): Role and Scope of Authority of the Academic Senate
- [AR 5013](#): Students in the Military
- [BP/AR 4090](#): Evaluation of Administrators and Classified Management

Discussion	<p>There are many issues with the new 4040 AR &amp; BP on Institutional Code of Conduct. A policy on Institutional Code of Conduct is necessary for all colleges but IVC has not had one, so this will align us with the other colleges. We will send the 4040 AR &amp; BP to Academic Affairs for discussion along with BP2100.1 &amp; 2100.2. They are still collecting edits for these BPs and AR so please send your comments and suggestions to asenate or directly to June.</p> <p>The BP2100.1 has a section on retreat rights for administrators, but there is a concern that administrators being offered retreat rights to a department that they do not have minimum qualifications for that program. The academic senate presidents do have the right to not allow the administrators to be able to retreat to that department. June can bring any future requests for retreat rights to senate for discussion.</p> <p>AR 5013 (Students in the Military) – HR &amp; VA at saddleback would like to revise this AR, but IVC has been adamant about not changing it. Saddleback wants to increase the military credit from 15 to 48 units and as long as they take the 12 residency units at the college for residency and they would get their degree. IVC does not want to increase the units for a number of reasons: 1) even if we give them the 48 units, they may not be transferable, for example, UCs don't accept them at all; 2) it will affect their financial aid, which is based on units; 3) if the units are given for a specific class, but the college they want to transfer too does not accept the military credit, they are no longer able to take the class in our district. Saddleback believes that it supports Guided Pathways, but we are still not sure how it would affect AB705, however, usually they don't replace the core classes.</p> <p>Nancy Montgomery, the director of the Veteran's Center doesn't like the increase in units because it would not allow for enough time for vets to transition from military to college life.</p>
Action	Discussion

3:05-3:10	<b>I. Senate Elections</b>	June McLaughlin
Attachment N/A	<b>Senate Elections: Nominations for Two Senators Representing Part-Time Faculty</b>	
Discussion		
Action	The Representative Council closed nominations and instructed the elections committee to conduct polling for the part time faculty representatives.	
Y: 25	N: 0	A: 0
	1 <sup>st</sup> Keith Donovan	2 <sup>nd</sup> Robert Melendez

3:05-3:10	<b>J. Assessment of Current Academic Calendar</b>	Jeff Kaufman
Attachment N/A	<b>Assessment of Current Academic Calendar</b>	
Discussion	<p>June mentioned at President's cabinet that Senate is going to discuss the possibility of changing the academic calendar to a compressed calendar. We are in an exploratory situation to see what the pros and cons are to having a compressed calendar. Check with other colleges on their pros and cons with</p>	

	implementing and having a compressed calendar. We will take a very informed, investigating white paper that we will take to administration. We should do the ground work before bringing it to administration. We don't have a time line yet, we need to have a calendar meeting to start the investigation. We are not pushing a compressed calendar but just pushing for information.
Action	Discussion

## NEW BUSINESS

3:05-3:10	<b>K. Realignment of Engineering Department</b>	June McLaughlin
Attachment N/A	<b>Realignment of Engineering from the School of Math, Sciences &amp; Engineering</b>	
Discussion	Engineering would like to have the realignment go through, Math would like engineering to be happy.	
Action	The Representative Council approved to support the realignment of Engineering with the School of IDEA	
Y: 25	N: 0	A: 0
	1 <sup>st</sup> Massimo Mitolo	2 <sup>nd</sup> RJ Dolbin

3:10-3:15	<b>L. New Academic Record Symbols</b>	Arleen Elseroad
Attachment N/A	<b>New Academic Record Symbols for Fall 2018</b>	
Discussion	<p>AR5500 contains new academic record symbols that are now required by Title 5 and need to be implemented as soon as possible.</p> <p>The first is EW (early withdrawal) which will indicate that a student withdrew because of an emergency. This would be the students' responsibility to request from Admission and Records to have their W changed to an EW, faculty would not be involved with this process. The benefits to the student to have an EW instead of a W is that the EW would not count for probationary purpose or effect repeatability of that class.</p> <p>The second symbol is FW (failing withdrawal) which is for those students who have not attended a significant amount of the class and would receive a failing grade. The faculty would give them an FW instead of an F and would indicate the last day of attendance. It still counts the same as an F but it will affect their financial aid.</p> <p>Online classes will be more difficult to determine if a student should get a FW or an F. We should have an updated policy on positive attendance for face to face and online classes in order to better understand at what point we should assign a student an FW or an F.</p> <p>We should send out a campus wide announcement informing students about this change. They will also put wording in the catalog explaining these new grade codes.</p> <p>Admissions and records will bring this back to AS with guidelines. As well as possibly to putting off implementation until the Spring semester. We cannot wait too long as there is a large fine if we do not comply with this Title 5 regulation.</p>	

Action | Discussion

3:10-3:15

**M. IVC College Newspaper**

June McLaughlin

Attachment N/A

**The reestablishment of a college newspaper**

Discussion

Students really would like to have a student paper at IVC and there has always been faculty support for a newspaper. The initial issue is funding the paper, including compensation for a faculty advisor.

There is a possibility of having it as an online paper rather than a print version, which would help reduce costs dramatically. However, we should consider the benefits having a paper would provide to our students rather than on financial concerns. It is important to properly train our students in journalism.

There is a possibility that ASG could fund part of the cost, as well as using advertising funds, like Saddleback's paper.

We should put it through as a resource request this year. The School of Humanities will create a document to demonstrate the importance of having a paper. Academic Senate could also write a resolution in support of having a college paper, as well as voting on the document from humanities.

We will bring this back to Senate for a vote.

Action

Discussion

3:45-3:50

**N. ANNOUNCEMENTS & OPEN FORUM**

ALL

None

3:45

**O. ADJOURNMENT**

M B: Adoption of the Agenda	M E: Adoption of the Minutes 9/06/18	M H: Approval of the BPs & ARs	M I: Close Senate Elections	M J: Academic Calendar	M K: Engineering Realignment	M L: Academic Records Symbols	M M: College Newspaper			Sept 20		Irvine Valley College 2018-2019 Academic Senate Membership
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	✓		McLaughlin, June: President, Senate
Y	-	-	Y	-	Y	-	-	-	-	✓	1	Adams, Brittany: Humanities
-	-	-	Y	-	Y	-	-	-	-	✓	2	Bailey, Cheryl: Library
Y	-	-	Y	-	Y	-	-	-	-	✓	3	Bauer, Roy: Humanities
Y	-	-	Y	-	Y	-	-	-	-	✓	4	Boone, Rick: Chair, Curriculum
Y	-	-	Y	-	Y	-	-	-	-	✓	5	Bradley, Devon: Life Sci
-	-	-	-	-	-	-	-	-	-	✓	6	Carnie, Henry: Humanities (Alt)
Y	-	-	Y	-	Y	-	-	-	-	✓	7	Chambers, Elizabeth: SBS
Y	-	-	Y	-	Y	-	-	-	-	✓	8	Davies, Simon: KHA
Y	-	-	Y	-	Y	-	-	-	-	✓	9	De Roulet, Daniel: Chair, AAC
Y	-	-	Y	-	Y	-	-	-	-	✓	10	Dolbin, RJ: MCS
Y	-	-	Y	-	Y	-	-	-	-	✓	11	Donavan, Keith: Physical Sci
-	-	-	-	-	-	-	-	-	-	✓	12	Dorner /Schmeidler: Life Sci (Alt)
-	-	-	-	-	-	-	-	-	-	A	13	Haeri, Melanie: LLR
Y	-	-	Y	-	Y	-	-	-	-	✓	14	Kaufmann, Jeff: VP, Senate
-	-	-	-	-	-	-	-	-	-	✓	15	Lamp, Leonard: MCS (Alt)
-	-	-	Y	-	Y	-	-	-	-	P	16	Lee, Celina: Library
Y	-	-	Y	-	Y	-	-	-	-	✓	17	Marquez, Vanessa: Counseling
Y	-	-	Y	-	Y	-	-	-	-	✓	18	McGrogan, Martin: KHA
Y	-	-	Y	-	Y	-	-	-	-	✓	19	Melendez, Robert: Counseling
Y	-	-	Y	-	Y	-	-	-	-	✓	20	Mis, Benjamin: SBS
Y	-	-	Y	-	Y	-	-	-	-	✓	21	Mitolo, Massimo: IDEA
-	-	-	-	-	-	-	-	-	-	A	22	Pestolesi, Tom: KHA (Alt)
Y	-	-	Y	-	Y	-	-	-	-	✓	23	Popescu, Anca: LLR
Y	-	-	Y	-	Y	-	-	-	-	✓	24	Sheldon, Joel: MCS
Y	-	-	Y	-	Y	-	-	-	-	✓	25	Sim, Alec: Physical Sci
-	-	-	Y	-	Y	-	-	-	-	✓	26	Tiongson, Edwin: Arts
-	-	-	Y	-	Y	-	-	-	-	P	27	Tresler, Matt: Arts
Y	-	-	Y	-	Y	-	-	-	-	✓	28	Wright, Justin: Life Sci
Y	-	-	Y	-	Y	-	-	-	-	✓	29	Business Sciences: Rick
Y	-	-	Y	-	Y	-	-	-	-	P	30	Brett McKim: IDEA
21/0/0	N/A	N/A	25/0/0	N/A	25/0/0	N/A	N/A	N/A	N/A			